



**Minutes of the Meeting of the National Child Passenger Safety Board
March 14, 2017**

Meeting (via conference call) called to order by Dina Burstein at 1:02 PM EST

Members Attending: Audrey Eagle, Kerry Chausmer, Meg Miller, Amber Kroeker, Tammy Franks, Suzanne LeDoyen, Emily Lee, Diana Imondi Dias, Dina Burstein, Lindsay Pollok, Alexis Kagiliery, Bob Stevens, Amy Artuso, Carole Guzzetta, Charlie Vits, Marilyn Bull

Members Not Present: Sarah Tilton, Laurie Ludovici, Terry Emerson, Lorrie Lynn, Krystal Heinzen

Guest(s) Present: None

*Reminder: Members are asked not to call in to the meetings while driving a motor vehicle. Employees of the National Safety Council cannot remain on the call while any individual is driving a motor vehicle and using a cell phone regardless if hand-held or hands-free. Thank you!

Welcome and Introductions:

Vice-Chairperson Dina Burstein welcomed Board members and shared Board Statement of Intent.

- Roll Call conducted by Secretariat, Amy Artuso
- Reminder that if you are driving during the call time, please pull over safely and then call in.

January 2017 Meeting Minutes approval

Minutes approved with no changes requested. All present were in favor, with none opposed.

Certification Update: Kerry Chausmer

1. 2016 program report is now posted on certification website.
2. Expired tech survey is complete. This year there was a 12% response rate. Reasons for not renewing certification similar to past surveys, with about 1/3 not renewing because of a job change.

NHTSA Update: Meg Miller/Carole Guzzetta

1. Quarterly occupant protection newsletter will be sent out. Comments about publication are welcome.
2. Reminder that April is National Distracted Driving month.
3. Board is encouraged to look at NHTSA website and send comments.
4. Still do not have new NHTSA administrator.
5. Working on materials for National Child Passenger Safety week – board encouraged to send ideas for materials for this week.

Cert/Recert Committee: Kerry Chausmer/Suzanne LeDoyen

1. Tech and instructor of the year award presentation at end of Lifesavers pre-session on Saturday.
2. Webinars posted on board website have been reviewed. Some will be replaced with updated webinars.
3. Timeline set for applications for next year's awards.

Membership Committee: Dina Burstein

1. Using new program call 'submittables' this year. Application materials have been edited and documents are putting on submittables.
2. Application materials will be up and live on April 3rd.
3. All references will be submitted online via submittables.
4. Overall makeup of board/board positions to be reviewed at July in-person meeting.

Communications Committee: Amy Artuso/Emily Lee

1. Social media content schedule – working well. No concerns were expressed.
2. Twitter chat is scheduled for June 27th from 2 – 3pm Eastern Time. Hashtag will be #familyroadtrip. AAA will do analytics. Developing infographic for chat.
3. 20th anniversary update – will be filming a video at Lifesavers.

Quality Assurance Committee: Tammy Franks/Terry Emerson

1. Strategic plan will be left as is for now.
2. Each committee will report on where they are with strategic plan.

Diversity Committee: Amber Kroeker

1. Looking at new partnership development (Department of Health and Human Services, Head Start)
2. Dr. Bull working on pilot program with Head Start.
3. Emily Lee has provided checklist for special needs children developed by Cincinnati Children's.

Adult Learning Theory: Amber Kroeker

1. ALT subcommittee developing a framework to guide curriculum revision.
2. Official vote taken to move forward on using ALT to guide curriculum revision: motion to approve by Lindsay Pollack, second by Diana Imondi Dias. Motion passed, no opposed.
3. Draft will be sent to board members.

Curriculum Committee: Diana Imondi Dias

1. Awaiting ALT guidelines to proceed with curriculum revision work.
2. Workgroups/power point from January in-person meeting will be put onto FTP.
3. Tennessee tech will create one online module so board can see what that looks like.
4. Decisions about creating an online course deferred.

Other Business: Dina Burstein/Amy Artuso

1. New board logo
2. July 2017 meeting dates confirmed (7/18/17 - 7/20/17), at the [National Safety Council](#) in Itasca, IL.
3. Will keep in-person meeting schedule the same (January and July).

Upcoming Board meetings:

- Next Conference Call: Tuesday, May 9, 2017, 1pm – 2:30pm ET/Noon – 1:30 CT
- In-Person Meeting: Tuesday, July 18th (start at noon) – Thursday, July 20, 2017 (adjourn at noon), at the [National Safety Council](#) in Itasca, IL.
- Future conference calls:
 - September 12, 2017, 1pm – 2:30pm ET/Noon – 1:30 CT
 - November 14, 2017, 1pm – 2:30pm ET/Noon – 1:30 CT
 - December 5, 2017, 1pm – 2:30pm ET/Noon – 1:30 CT

Adjourned at 2:28 pm EST

Minutes respectfully submitted by Dina Burstein, Board Vice-Chairperson